

BUDGET, FINANCE & INVESTMENT COMMITTEE

May 17, 2010

5:30 P.M.

Courthouse

MINUTES:

<u>Members Present:</u>	<u>Others Present:</u>	<u>Others Present:</u>	<u>Others Present:</u>
Comm. Bob Bullen	Ernest Burgess	Judge Donna Davenport	Lynn Duke
Comm. Joe Frank Jernigan	Lisa Nolen	Bill Whitesell	Larry Farley
Comm. Will Jordan	Eloise Gaither	Leslie Collum	Regina Nelson
Comm. Robert Peay, Jr.	David Loughry	Gerald Melton	Randy Cummins
Comm. Steve Sandlin	Wanda Watkins	Teena Sanders	Jeff Sandvig
Comm. Doug Shafer	Mary Schneider	Pam Fone	Mike Walls
Comm. Joyce Ealy, Chrm.	Joanna Riggs	Bernard Salandy	Darlene Spence
			Scott Broden
			Elaine Short

Chairman Ealy presided and called the meeting to order at 5:30 P.M. with all members being present. The purpose of the meeting was to continue the review of the 2010-11 budget with this meeting addressing the budgets of the courts and public safety departments.

APPROVE MINUTES:

The minutes of the May 6, 2010 regular Budget & Finance Committee meeting were presented for approval.

Comm. Shafer moved, seconded by Comm. Peay to approve the minutes as presented. The motion passed unanimously by acclamation.

CIRCUIT COURT:

Mrs. Eloise Gaither, Circuit Court Clerk, was present to answer questions regarding the 2010-11 Circuit Court budget. The mayor's recommendation totaled \$460,832.

Mrs. Gaither advised that she accepted the mayor's recommendation.

Comm. Bullen moved, seconded by Comm. Jernigan to approve the 2010-11 Circuit Court budget totaling \$460,832 as recommended by the County Mayor. The motion passed unanimously by acclamation.

CIRCUIT COURT JUDGE:

Chairman Ealy advised that Judge Taylor could not be present, but had advised that he accepted the mayor's recommendation for the 2010-11 Circuit Court Judges' budget. The mayor's recommendation totaled \$243,709.

Mayor Burgess advised that the budget was a continuation budget.

Comm. Sandlin moved, seconded by Comm. Jernigan to approve the 2010-11 Circuit Court Judges' budget totaling \$243,709 as recommended. The motion passed unanimously by acclamation.

GENERAL SESSIONS COURT:

Judge David Loughry and Ms. Wanda Watkins were present to answer questions regarding the 2010-11 General Sessions Court budget. The mayor's recommendation totaled \$1,246,331.

Judge Loughry advised that there was money in the budget to replace a copier and a printer, and that was the major change to the budget. He advised that he accepted the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Jordan to approve the 2010-11 General Sessions Court budget totaling \$1,246,331 as recommended by the County Mayor. The motion passed unanimously by acclamation.

DRUG COURT & ARRA DRUG COURT JUSTICE ASSISTANCE GRANT:

Ms. Mary Schneider, Drug Court Coordinator, was present to answer questions regarding the 2010-11 Drug Court budget.

The mayor's recommendation totaled \$340,446, which was a reduction of \$103,929 from the previous fiscal year. Mayor Burgess advised that the reduction in the budget was due largely to the loss of some grant funding. Mayor Burgess advised that Account 101-53330-161, Secretary, had been reduced from \$26,291 to \$9,268, because the salary for the full time position was being split between this budget and the ARRA Drug Court JAG budget in Account 101-58801. This will allow the position to remain a full time position.

The County Mayor's recommendation for the ARRA Drug Court JAG was \$24,299, which included the partial salary and benefits for the full time secretary.

Ms. Schneider advised that she had received written confirmation that would allow the position to be partially funded through the ARRA Drug Court JAG.

It was also noted that account 101-53330-189, Other Salaries and Wages, had been reduced from \$168,880 in the current year to \$105,153 in the 2010-11 fiscal year.

Ms. Schneider advised that she had to lay off one employee and transferred another employee to part time status. Therefore, the part time account, 101-53330-169, was increased to \$16,640.

Comm. Bullen moved, seconded by Comm. Jernigan to approve the 2010-11 Drug Court budget totaling \$340,446 and to approve the ARRA Drug Court JAG totaling \$24,299 as recommended by the County Mayor. The motion passed unanimously by acclamation.

Ms. Schneider also advised that the Public Safety Committee had given her permission to apply for a three-year Family Treatment Grant in excess of \$300,000, which did require a match, but she advised that the match would all be in-kind.

Ms. Schneider also advised of another possible grant whereby her part time employee would be subcontracting for some alcohol and drug abuse therapy at the jail through a grant that CADCOR (Community Anti-Drug Coalition of Rutherford County) was receiving. She stated she would not receive final notification of that until June or July.

CHANCERY COURT:

Mrs. Joanna Riggs, Chancery Court, was present to answer questions regarding the 2010-11 Chancery Court budget. The mayor's recommendation totaled \$806,743.

Mrs. Riggs advised that Mr. Bratcher agreed with the recommendation.

Comm. Peay moved, seconded by Comm. Shafer to approve the 2010-11 Chancery Court budget totaling \$806,743 as recommended by the County Mayor. The motion passed unanimously by acclamation.

JUVENILE COURT:

Judge Donna Davenport, Juvenile Court Judge, was present to answer questions regarding the 2010-11 Juvenile Court budget. The County Mayor's recommendation totaled \$453,554.

Judge Davenport advised that she accepted the County Mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Jordan to approve the 2010-11 Juvenile Court budget totaling \$453,554 as recommended by the County Mayor. The motion passed unanimously by acclamation.

DISTRICT ATTORNEY:

District Attorney General Bill Whitesell was present to answer questions regarding the 2010-11 District Attorney budget. The mayor's recommendation totaled \$65,989.

District Attorney Whitesell advised that he agreed with the mayor's recommendation.

Comm. Bullen moved, seconded by Comm. Shafer to approve the 2010-11 District Attorney's budget totaling \$65,989 as recommended by the County Mayor. The motion passed unanimously by acclamation.

PUBLIC DEFENDER:

Mr. Gerald Melton, Public Defender, was present to answer questions regarding the 2010-11 Public Defender budget. The County Mayor's recommendation totaled \$24,400.

Mayor Burgess advised that Account 101-53610-399, Other Contracted Services, had been increased from \$20,000 to \$24,000. He advised that this was a part time approach to assist the Public Defender with the Juvenile Court system.

Mr. Melton advised that he agreed with the mayor's recommendation.

Comm. Sandlin moved, seconded by Comm. Jordan to approve the 2010-11 Public Defender budget totaling \$24,400 as recommended by the County Mayor.

Comm. Peay asked Mr. Melton if the county was meeting the state requirements.

Mr. Melton advised that the county's funding was short of that, but he stated that he believed that the funding was on solid ground. He stated that he hoped to be able to incrementally get the county's funding to the appropriate level.

Following discussion, the motion to approve the 2010-11 Public Defender budget totaling \$24,400 as recommended by the County Mayor passed unanimously by acclamation.

YOUTH SERVICES:

Ms. Teena Sanders, Youth Services Director, was present to answer questions regarding the 2010-11 Youth Services budget.

The mayor's recommendation totaled \$871,309, which was an increase of \$19,798 over the prior year. Mayor Burgess advised that the major difference in the budget was for Employee Insurance and line item 101-53910-112, Youth Service Officers, where one employee's step had to be adjusted because it had been in error for some time.

Ms. Sanders advised that she accepted the mayor's recommendation.

Comm. Peay moved, seconded by Comm. Jernigan to approve the 2010-11 Youth Services budget totaling \$871,309 as recommended by the County Mayor. The motion passed unanimously by acclamation.

DOMESTIC VIOLENCE & ARRA DOMESTIC VIOLENCE STOP GRANT:

Ms. Pam Fone, Domestic Violence Coordinator, was present to answer questions regarding the 2010-11 Domestic Violence budget and the ARRA Domestic Violence Stop Grant.

The mayor's recommendation for the 2010-11 Domestic Violence Budget totaled \$164,399. The recommendation for the ARRA Domestic Violence Stop Grant budget totaled \$26,658.

Ms. Fone advised that she agreed with the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Shafer to approve the 2010-11 Domestic Violence budget totaling \$164,399 and the ARRA Domestic Violence Stop Grant budget totaling \$26,658 as recommended by the County Mayor. The motion passed unanimously by acclamation.

TRAFFIC CONTROL:

The County Mayor's recommendation for the 2010-11 Traffic Control budget totaled \$20,000.

Chairman Ealy advised that the county was responsible for the maintenance of traffic lights at Walter Hill, State Route 840 at the race track, Alnaville Road, and Compton Road.

Comm. Sandlin moved, seconded by Comm. Peay to approve the 2010-11 Traffic Control budget totaling \$20,000 as recommended by the County Mayor. The motion passed unanimously by acclamation.

CORRECTIONAL WORK CENTER:

Mr. Bernard Salandy, Correctional Work Center Superintendent, was present to answer questions regarding the 2010-11 Correctional Work Center budget.

The mayor's recommendation totaled \$3,214,453. Mayor Burgess advised that the budget was a continuation budget and reflected the increases to the overall pay plan. He advised that there were no changes of any significance. He advised that there were no new positions or changes to positions.

Mr. Salandy advised that he agreed with the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Peay to approve the 2010-11 Correctional Work Center budget totaling \$3,214,453 as recommended by the County Mayor. The motion passed unanimously by acclamation.

JUVENILE DETENTION:

Mrs. Lynn Duke, Juvenile Detention Center Director, was present to answer questions regarding the 2010-11 Juvenile Detention Center budget.

The mayor's recommendation totaled \$1,792,678. Mayor Burgess advised that the budget was a status quo budget with the exception of the normal adjustments to the salary components.

Mrs. Duke advised that she agreed with the mayor's recommendation with the exception of one item. Excluding the pay step increases and the one percent increase to the pay table, Mrs. Duke advised that the budget reflected a reduction of approximately \$5,000. She stated she would like to have some discussion about taking a part time employee to full time status. She stated that the 10 hours per week that she would be able to gain from this employee going to full time would be very beneficial. She advised that the employee was already participating in the health insurance program. She stated that it would not cost very much more to make the employee a full time employee.

Mrs. Duke advised that she had presented the request to the Public Safety Committee, but no action was taken.

Mayor Burgess advised that he had not had an opportunity to look at the request. He advised that the part time employee was increased to 30 hours per week, and when that was done for an extended period of time, employees were eligible to participate in the health insurance program. He stated that happened without proper foreknowledge on his part. He stated that at the time, he did not realize that was in the county's policy.

Comm. Sandlin stated it might make sense to make the employee full time for an additional \$5,574 in order to get another 10 hours per week.

Following discussion, Comm. Jordan moved, seconded by Comm. Jernigan to defer action on the Juvenile Detention Center budget until the meeting tomorrow night, May 18, at 5:30 PM. The motion passed unanimously by acclamation.

COUNTY FIRE & RESCUE DEPARTMENT:

Mr. Larry Farley, Fire Coordinator, was present to answer questions regarding the 2010-11 County Fire & Rescue Department.

The mayor's recommendation totaled \$498,235. Mayor Burgess advised that this was a completely new budget request. The department will consist of one employee, which would be a fire chief. He advised that the budget assumed that three departments would be merged – Salem-Blackman Volunteer Fire Department, Rutherford Volunteer Fire Department, and the Rutherford County Rescue Squad. The overhead expenses for those departments have been distributed to the new department. Mayor Burgess explained that Account 101-54320-399, Other Contracted Services, budgeted at \$300,000 included funding at \$30,000 each for nine volunteer fire departments and one rescue squad. He stated that the payments had to be handled as contracted services if there was an actual fire and rescue department. He explained that the county would have to contract with the volunteer fire departments to provide the same services that they were currently providing in their areas.

Mayor Burgess explained that if the \$300,000 that was normally budgeted as contributions to the fire departments was subtracted from the total budget of \$498,235 that would leave \$198,235. The current cost for the fire coordinator has been removed from the Emergency Management budget, and the cost was approximately \$55,000, which would put the new operating cost for the new department at approximately \$145,000. If the cost of \$30,000 each for the four components that will not be spent is subtracted, it would relate to an increased cost of approximately \$25,000.

Mr. Farley advised that he agreed with the recommendation.

Comm. Peay moved, seconded by Comm. Shafer to approve the 2010-11 County Fire and Rescue Department budget totaling \$498,235 as recommended by the County Mayor.

Comm. Jordan advised that in previous meetings, grant applications had been approved. He asked what would happen if the grants were not received.

Mayor Burgess advised that the first thing would be to postpone construction of the new fire station. He stated that the two new pumper/rescue trucks would not be purchased and the Rutherford County Rescue Squad truck would be used. He also noted that the Walter Hill Volunteer Fire Department had a truck. He explained that they would have to use the existing equipment that was available, and that the department would probably operate from the Salem-Blackman station.

Comm. Sandlin questioned the \$10,000 budget for uniforms.

Mayor Burgess advised that there was only one salaried employee in the budget, but funding would be provided for uniforms for the volunteers from the Salem-Blackman Volunteer Fire Department, Rutherford Volunteer Fire Department, and the Rutherford County Rescue Squad.

The Finance Director advised that the county was already collecting situs taxes that were deposited to the General Fund. She explained that the situs taxes amounted to approximately \$600,000 that was not currently specified for anything. She stated that the money for the County Fire and Rescue Department was already in the budget, but now that was being moved from other budgets to the County Fire and Rescue budget.

Following discussion, the motion to approve the 2010-11 County Fire and Rescue Department budget totaling \$498,235 as recommended by the County Mayor passed unanimously by acclamation.

EMERGENCY MANAGEMENT SERVICES:

The County Mayor's recommendation for the 2010-11 Emergency Management Services budget totaled \$368,360.

The Finance Director advised that \$759,446 needed to be added to Account 101-54430-790, Other Equipment, to recognize unspent Homeland Security money that needed to be carried forward to next Fiscal Year. She advised that there would also be offsetting revenue in Account 101-47235, Homeland Security Grants. The revised total for the 2010-11 Emergency Management Services budget was \$1,127,806.

Mayor Burgess noted that Account 101-54430-790 was approximately \$100,000 less than the prior year. He also noted that Account 101-54430-105, Supervisor/Director, reflected the removal of the fire coordinator position from the budget.

Following review, Comm. Peay moved, seconded by Comm. Jernigan to approve the 2010-11 Emergency Management Services budget as revised totaling \$1,127,806. The motion passed unanimously by acclamation.

SHERIFF'S DEPARTMENT:

Chief Deputy Regina Nelson was present to answer questions regarding the 2010-11 Sheriff's Department budget.

The mayor's recommendation totaled \$17,675,948. Mayor Burgess advised that Account 101-54110-106, Deputies, budgeted at \$41,780 reflected funding for the new STOP Grant Domestic Violence Investigator. He pointed out that Account 101-54110-187, Overtime Pay, recommended at \$687,500 was approximately \$100,000 less than the sheriff's request. Account 101-54110-189, Other Salaries & Wages, included the necessary increases for step increases and the one percent increase to the pay table. In addition, the account included funding for two new SRO's. Account 101-54110-317, Data Processing Services, recommended at \$83,116 agreed with the sheriff's request. Account 101-54110-709, Data Processing Equipment, recommended at \$17,000, reflected moving \$45,000 to the OIT budget to help fund the storage device.

Chief Deputy Nelson advised that if the request for Account 101-54110-709 was reduced by \$45,000, it should leave a balance of \$17,994 instead of \$17,000.

Mayor Burgess agreed to add \$1,000 back to Account 101-54110-709 making the total recommendation of \$18,000 for Data Processing Equipment.

Chief Deputy Nelson also asked about Account 101-54110-708, Communications Equipment, recommended at \$25,000. She explained that at the Public Safety Committee, they requested an additional \$25,000 to provide funding for the battery backup system for the consoles in communications to be purchased in December.

Mayor Burgess agreed with the additional \$25,000 for Account 101-54110-708, Communications Equipment, making the total for the account of \$50,000.

Account 101-54110-718, Motor Vehicles, was recommended at \$435,413. Mayor Burgess advised that would be enough money to purchase 16 new vehicles – 10 for patrol, two for CID, two replacement vehicles for SRO's, and one for the Maintenance Assistant.

Chief Deputy Nelson advised that new cameras would not be needed for the vehicles as the existing cameras would be pulled out of the old vehicles and installed in the new vehicles.

The Finance Director advised that the revised total for the Sheriff's Department 2010-11 budget was \$17,701,948.

Mayor Burgess advised that Account 101-54110-169, Part Time Personnel, recommended at \$421,216 included four new school patrol officers. This would make a total of 68 school patrol positions.

Comm. Jordan asked about the new SRO positions and where they would be located.

The Finance Director stated that currently Central Middle had two SRO's. One of those SRO's will be moving to one of the new middle schools. One new SRO will go to the other middle school. The other new SRO will be shared among McFadden, Homer Pittard Campus School, Thurman Francis Arts Academy, and La Vergne Primary.

Comm. Jordan stated that Lascassas Elementary and Kittrell Elementary were going from K-8 schools to K-5 schools, and he questioned the need for those schools to continue having an SRO on a full time basis.

Comm. Sandlin questioned Overtime Pay recommended at \$687,500.

Chief Nelson requested a promotion for the Administrative Legal Assistant be included in the 2010-11 budget recommendation.

Mayor Burgess advised that he respectfully disagreed with that. He advised that he had discussed the issue with Sheriff Jones and Chief Deputy Nelson and had reviewed the request very carefully. He advised that the individual was being paid at a very high level, and in fact was being paid at the equivalent of a lieutenant's salary with 10 years of experience. He explained that he and the Human Resource Director had reviewed the individual and could not find the justification for the request. He advised that the individual would be receiving the normal step increase that was already included in the budget. He explained that the position was currently being paid approximately \$50,000, and he could not find a rational reason to support the request.

Comm. Jernigan asked Chief Deputy Nelson if she agreed with everything in the budget except that one issue.

Chief Deputy Nelson advised that was correct.

Following discussion, Comm. Jernigan moved, seconded by Comm. Bullen to approve the 2010-11 Sheriff's Department budget as revised totaling \$17,701,948.

Comm. Shafer asked Chief Deputy Nelson what set this employee apart from other paralegal positions.

Chief Deputy Nelson explained that the individual handled all of their court cases, conducted research for the officers, assisted attorneys. She stated that the individual had legal expertise.

Comm. Sandlin noted that the 2010-11 Sheriff's Department budget represented an increase of \$610,247 over the current fiscal year.

Following discussion the motion to approve the 2010-11 Sheriff's Department budget as revised totaling \$17,701,948 passed by voice vote with Commissioner Sandlin voting "no".

SPECIAL PATROLS:

The mayor's recommendation for the 2010-11 Special Patrols budget totaled \$56,905.

Chairman Ealy advised that the Special Patrols budget provided funding for the lake patrol and was reimbursed with federal dollars from the Corp of Engineers.

Comm. Sandlin moved, seconded by Comm. Jordan to approve the 2010-11 Special Patrols budget totaling \$56,905 as recommended by the County Mayor. The motion passed unanimously by acclamation.

SEX OFFENDER REGISTRY:

The mayor's recommendation for the 2010-11 Sex Offender Registry budget totaled \$7,100.

The Finance Director advised that there was offsetting revenue that funded this budget.

Comm. Jordan moved, seconded by Comm. Sandlin to approve the 2010-11 Sex Offender Registry budget totaling \$7,100 as recommended by the County Mayor. The motion passed unanimously by acclamation.

DETENTION:

The mayor's recommendation for the 2010-11 Detention budget totaled \$12,660,156. Mayor Burgess advised the budget included funding for the necessary step increases and the one percent increase to the pay table. The mayor noted that several line items had been decreased. However, Account 101-54210-707, Building Improvements, was being recommended at \$275,000 to provide improvements to the camera system at the jail. He stated that there was a huge need for the cameras for the security of both the prisoners and the staff. He explained that if the budget had not included the \$275,000 for the camera system, it would be a reduced budget.

Mayor Burgess explained that the Detention budget would have to operate as efficiently as possible, because the county was losing more than \$1 million in revenue from the state for the housing of state prisoners.

The Finance Director advised that the revenue from the Litigation Tax for Jail, Courthouse, and Workhouse Improvements would be used to fund the camera system at the jail.

Chief Deputy Nelson advised that she agreed with the mayor's recommendation with the exception of a promotion that had been requested for the Maintenance Supervisor. She requested that the promotion be included in the 2010-11 Detention budget. She explained that the individual took care of all of the bidding, the purchasing, and supervised two other maintenance positions.

Mayor Burgess advised that he had reviewed the request. He stated that the person would be moving to a supervisor position, but he was not supervising anyone.

Chief Nelson advised that the individual was supervising the other two maintenance personnel.

Mayor Burgess stated that the other two maintenance personnel were already at higher pay steps than this individual. He stated that all three employees were at the same pay grade.

The Finance Director stated that this individual did not have as much experience as the other maintenance personnel had.

Mayor Burgess stated that a \$5,000 increase would take the individual to a higher grade.

Comm. Jordan moved, seconded by Comm. Sandlin to defer action on the 2010-11 Detention budget until the meeting tomorrow night, May 18.

The committee discussed that the budget could be approved with the request for the promotion of the maintenance supervisor to be reviewed at the next meeting.

Following discussion, Comm. Jordan withdrew his motion, and Comm. Sandlin, who seconded the motion also agreed to withdraw the motion.

Comm. Jordan moved, seconded by Comm. Peay to approve the 2010-11 Detention budget totaling \$12,660,156 as recommended by the County Mayor. The motion passed unanimously by acclamation.

ARRA SHERIFF GRANTS:

The mayor's recommendation for the 2010-11 ARRA Sheriff 2009 Byrne JAG budget totaled \$67,450. The budget is funded in Account 101-58803.

The Finance Director advised that this budget provided funding for the salary and benefits for two individuals who work on the Re-Entry Program; one for the Jail and one for the Correctional Work Center. She advised that the budget represented the second year of the grant.

The mayor's recommendation for the 2010-11 ARRA Sheriff STOP Domestic Violence Grant totaled \$49,669.

The Finance Director advised that this grant funded the salary and benefits for a Domestic Violence Investigator. The budget is funded 100% with federal ARRA money.

Comm. Jordan moved, seconded by Comm. Peay to approve the County Mayor's recommendation for the 2010-11 ARRA Sheriff 2009 Byrne JAG budget totaling \$67,450 and the ARRA Sheriff STOP Domestic Violence Grant totaling \$49,999. The motion passed unanimously by acclamation.

DEA FUND:

The Finance Director advised that Fund 121, DEA Fund, was a new fund. The money in this fund was turned over to the county by the Sheriff's Department. She explained that revenue could not be estimated for this fund. Revenue can only be recognized and recorded when it is received. She explained that the only expenditures being estimated at this time was what was anticipated to be unencumbered at the end of the year.

The mayor's recommendation for the 2010-11 DEA Fund totaled \$6,000 all budgeted for Confidential Drug Enforcement.

The Finance Director explained that after the books were closed in June, the Sheriff's Department would be coming before the committees in August to request approval of amendments to budget the funds that had not been encumbered.

Following review, Comm. Jernigan moved, seconded by Comm. Shafer to approve the 2010-11 DEA Fund budget totaling \$6,000 as recommended by the County Mayor. The motion passed unanimously by acclamation.

DRUG CONTROL FUND:

The Finance Director advised that the estimated revenue for the 2010-11 Drug Control Fund were being reduced from the current year from \$628,000 to \$448,600. She advised that the revenues were down for the Proceeds from Confiscated Property and from the courts.

The estimated fund balance at the beginning of the next fiscal year was \$700,000.

The mayor's recommendation for the 2010-11 Drug Control Fund expenditures totaled \$669,176.

It was estimated that \$220,576 of the fund balance would be used next year to fund the budget.

The Finance Director advised that two positions had been eliminated from the budget. A lieutenant position will be transferred to a vacant lieutenant's position in the Sheriff's budget, and the other eliminated position was already vacant.

Comm. Jernigan moved, seconded by Comm. Bullen to approve the 2010-11 Drug Control Fund budget with estimated revenue totaling \$448,600 and estimated expenditures totaling \$669,176 as recommended by the County Mayor. The motion passed unanimously by acclamation.

ADJOURNMENT:

Chairman Ealy advised that the committee would complete their review of the General Fund budget at the meeting tomorrow night, May 18 at 5:30 P.M. The committee will also be considering the budgets of the Industrial/Economic Development Fund and the Development Tax Fund.

There being no further business to be presented at this time, Chairman Ealy declared the meeting adjourned at 6:50 P.M.

Elaine Short, Secretary